RESIDENTIAL ON SITE SEPTIC PERMIT PROCESS

Rush County Health Department
Rush County Courthouse, Room 105
Rushville, IN 46173
(765) 932-2216 FAX (765) 938-2604

OFFICE HOURS: Our Environmental Health Specialist holds regular office hours. Since there is field work involved in the installation of any system, please call to make an appointment, to be sure there is someone available to assist you.

PERMIT FEES:		
	Septic System Permit (New)	**$250.00**
	Septic System Repair	**$100.00**
	Septic Permit Renewal	**$ 30.00**
	Hook Up	**$100.00**

NEW HOME CONSTRUCTION:

The following steps must be completed before a Septic Permit will be issued:

1. Fill out the Septic Permit Application and return it to the Health Department. You must provide all the information requested, or the application will be rejected. Include an interior floor plan for new home construction.
2. Have a soil test completed. A courtesy list of approved soil consultants is attached. Ask the consultant to fax or email a copy to the Rush County Health Department {FAX (765)938-2604)}upon completion of tests. **Meet with the soil scientist at the lot to indicate where the proposed well and home will be located.**
3. A legal survey of the property lines (must have Surveyor's Seal and be to scale – no reduced or enlarged copies) must be submitted. **A Survey is not required if you own ten (10) acres or more.**
4. A floor plan must be provided indicating all bedrooms in the home.
5. Have Septic Installer call this office to schedule a meeting at your property to discuss your specifications for the septic system. The installer must also submit plans/drawings of the proposed system.

If off-lot placement of the Septic System or Perimeter Drain Outlets must occur, Easements (drawn up by an Attorney and recorded with the Rush County Recorder's Office), must be obtained before a permit is issued.

Your Permit will be issued when all of the above information is approved.

REPAIR OR REPLACEMENT OF EXISTING SEPTIC SYSTEM

1. Complete all of the above steps.
2. Meet with the Soil Scientist, indicate where your well and existing septic system are located.
3. Your Permit will be issued when all of the above information is approved.

You should stake off or set aside the approved septic area to prevent damage to the site. The permit is based on the existing soil conditions when the test was taken. Addition or removal of soils, compaction, scraping, or being driven over excessively, will require the area to have a new soil test.

Make sure your installer calls our office before beginning work. This ensures that the Environmental Health Specialist is available for the required inspection of your system. On Trench Systems, the Inspector should be on site when the tank is dropped and leveled, as well as on site for the final inspection and cover. For Mound Systems, the Inspector should be on site when digging begins, as well as for the final inspection and cover.

COMPLETE AND RETURN TO HEALTH DEPT.

APPLICATION
RESIDENTIAL ON-SITE SEWAGE TREATMENT SYSTEMS
RUSH COUNTY HEALTH DEPARTMENT
PHONE: (765)932-2216 FAX (765) 938-2604

New Home_____
Replacement_____
Repair_____
Receipt #_____

Permit#_____
Date Issued_____
Expires_____
Application #_____
Date Issued_____

All Information Requested Must Be Complete or Application Will Be Returned

APPLICANT'S NAME:_____

Current Address_____

State_____ Zip_____ Home Phone_____Work Phone_____

CURRENT PROPERTY OWNER NAME:_____

Address_____

State_____Zip_____Home Phone_____Work Phone_____

IF SOMEONE WILL ACT AS YOUR AGENT, THEIR NAME:_____

Address_____

State_____Zip_____Home Phone_____Work Phone_____

ADDRESS OF SITE IF REPAIR, REPLACEMENT, OR EXPANSION OF SEPTIC

_____

GIVE EXACT DIRECTIONS FROM 2 INTERSECTING ROADS

_____

_____

BUILDING TYPE: HOUSE_____ MODULAR_____MOBILE_____
BEDROOM#_____ BEDROOM EQUIVALENTS_____
GARBAGE DISPOSAL_____ GEOTHERMAL WELL_____
JETTED TUB_____ CAPACITY_____ in gallons
WATER SUPPLY: WELL_____ OR CITY_____ TOTAL ACRES OF PROPERTY_____

SEPTIC CONTRACTOR'S NAME: _____

ADDRESS:_____ STATE_____ ZIP_____

SOIL CONSULTANTS

The following list of IRSS Certified Soil Consultants is provided as a convenience in obtaining an On Site Soil Survey. This does not constitute an endorsement of any listed consultant. Names on this list are provided by the Indiana State Department of Health and Purdue University.

You must use an approved Soil Consultant. If a Soil Consultant is not on this list, contact the Rush County Health Department at 765-932-3103.

This list of Consultants will work in Rush County. A complete list of all Soil Consultants who work in Indiana is available by visiting the Indiana State Department of Health website at www.isdh.in.gov.

Adams Environmental Corp.
Thomas F. Adams
P.O. Box 3206
Anderson, IN 46018
(765)609-7810
FAX (765)609-7812
Tfadams85@hotmail.com

Gregory W. Buckingham
419 North High Street
Union City, IN 47390
(765)964-3323
gbuckingham@woh.rr.com

Nickell Soil Consulting
Scott Nickell
6500 N. Bacon Ridge Rd.
Madison, IN 47250
(800)465-2111
FAX (812)265-5140

Coulter Consulting
Jack Coulter
625 N. 600 E.
Paoli, IN 47454
(812)723-2846

Soil Consultants
Gregory L. Henderson
9099 Pipe Creek Road
Metamora, IN 47030
(765)647-1333
FAX (800)841-4992
greg43@aol.com

Soil Services
John M. Robbins, Jr.
1903 S. Finley Firehouse Road
Scottsburg, IN 47170
(812)752-7160
FAX (812)752-7160
johnrobbins@3cbb.com

Shearwater Soil
Curtis E. Turner
11369 Pegasus Drive
Noblesville, IN 46060
(855)437-5575
shearwatersoil@hotmail.com

Zieglar Soil Consulting
Thomas Zieglar
42 Canyon Creek Circle
Lafayette, IN 47909
(765)474-3041
FAX (765)474-7741
ThomasRZieglar@aol.com

Glaciers Edge Soil Consulting
Dena L. Marshall
1451 E. Millstone Rd.
Westport, IN 47283
(812)591-3770

Southern Rush County Only
Soil Related Services
Allan K. Nickell
140 N. Rogers Road
Madison, IN 47250
(812)866-5505
(800)706-8757
AK_Nick@hotmail.com

Alt & Witzig Engineering
William L. Rutherford
4105 W. 99th Street
Carmel, IN 46032
(765)465-0418
brutherford14@hotmail.com

SEPTIC CONTRACTOR LIST

These Septic Contractors have requested that their names be listed for your convenience. You are free to choose contractors which are not on this list, only if they have installed septic systems within the last five (5) years.

Be sure, your contractor calls this office (765-932-3103) before beginning construction, so an Inspector can be available.

Lemuel Boylen
8626 E. 50 S.
Greenfield, IN 46140
(317)936-5000

Bowles Construction
Chad Bowles
1369 W. US Hwy 52
Rushville, IN 46173
(765)938-1151

R.L. Coon Excavating
Donald Coon
1295 W. US Hwy 52
Rushville, IN 46173
(765)932-2308

Crain Excavating
Steve Crain
24225 Old US 52
Laurel, IN 47024
(765)679-5789

D&D Hunt Excavating
David Hunt & Doug Hunt
P.O. Box 66
Shelbyville, IN 46176
(317)392-1599

Dingman Excavating
Tim Dingman
679 N. 775 E.
Shelbyville, IN 46176
(765)525-5257

Tom Rininger Excavating
6190 W. 330 S.
New Palestine, IN 46163
(317)861-9983

J&L Excavating
Jason Smith
10087 N. 300 W.
Knightstown, IN 46148
(765)345-7160

Kevin Peggs
291 W. 600 N.
Rushville, IN 46173
(765) 427-9184

Dan Hunt Excavating
9338 W. 900 N.
Carthage, IN 46115
(765)565-7276

Lane Excavating
Steve Lane
6578 W. 250 N.
Connersville, IN 47331
(765)265-2561

Lanter Excavating
Brandon Lanter
8886 S. Pleasure Valley Rd.
Waldron, IN 46182
(765)525-7063

Owens Excavation
Casey Owens
49615 450 E.
Rushville, IN 46173
(765)993-3200

L&S Sanitation Services
270 S. 100 W.
Rushville, IN 46173
(765)932-5410

ATM Excavating
Keith Abernathy
9760 N. 100 W.
Fountaintown, IN 46176
(317)861-5021

Jerry Stevens
5554 W. 300 N.
Rushville, IN 46173
(765)565-6702

Leroy Tanksley
8299 W. South Street
Glenwood, IN 46133
(765)679-5580

Fred Zelinga Excavating
10658 N. Goose Road
Carthage, IN 46115
(765)565-6702

C&M Construction Group
Jerry Crawford
1875 E. 125 S.
Franklin, IN
(317)710-5673

Dale Good Excavating
15037 Riebolt Road
Rushville, IN 46173
(765)679-5132

Newkirk Plumbing
3183 E. 900 N.
Rushville, IN 46173
(765)645-5542

Dan Levi Excavating &
Electrical, Inc.
7040 Johnson School Rd
Connersville, IN 47331
(765) 679-5873

Pro Dig Septics, Inc.
Dave Province
4396 N. CR 200 W.
Middletown, IN 47356
(765) 524-4755

NEW HOME CONSTRUCTION ONLY

Homeowner must provide proof of the following information: (The Soil Consultant drawing may be used to incorporate this information).

1. Location of property lines
2. Utility easements
3. County or State Right-of-Way {Call County Highway Department at (765)932-2926}
4. Location of your well and neighboring wells
5. Location of open ditches or tiles in the area
6. Is the property in the woods, grass, wetland, beans, etc?

It is extremely important that you make the builder aware of the Septic System requirements, especially the depth to the bottom of the trenches. The house must be plumbed to accommodate the Septic System. If the house is plumbed too deep, it will have to be re-plumbed or a pump must be added to the Septic System to pump effluent to the absorption field.

FOR HEATLH DEPARTMENT USE ONLY

This site has options for the following type(s) of Septic Systems:

_____Gravity Feed Trickle Flow
_____Chamber System
_____Pump Assisted Elevated Sand Mound
_____Pressure Distribution System
_____Alternating Fields
_____Other

_____Surface Drainage Required
_____Perimeter Drain Required

System selected and reason (if applicable)
_____

REPAIRS AND REPLACEMENTS ONLY

_____Surface drainage strongly recommended
_____Perimeter drainage strongly recommended

System does not meet standards of 410 IAC 6-8.2 _____

Total absorption area and system capacity = _____FT. _____GPD

System selected and reason: _____

Adjusted values if less than required: Number of people living in structure _____
Absorption area: _____ Sq. Ft. System capacity: _____
Percent required: _____ Separation distance between trenches: _____

Well separation distance: _____

Was gasketed pipe used if septic line is closer than 50' to the well? _____
What rating? _____

GUIDELINES FOR INSTALLERS

DRAWINGS AND PLANS FOR SEPTIC SYSTEMS

Drawings ***must*** include the following or they will not be accepted:

1. Name of the Installer, Phone, and Address
2. Date Drawing is submitted
3. Elevation shots, at both ends and the middle of ***each*** trench. The goal: To stay within 2" of existing grade with all shots, and ***dead on, if contour and grade allow***. And/Or you may indicate elevations of contour lines on existing grade and show the system laid out on these contour lines.
4. Distance from septic tank and closest trench to well(s). A proposed well site ***must*** be put on the drawing for all new installations with distance measurement. Also show distances to:

    - Neighboring wells
    - Buildings and roads
    - Property lines
    - Streams, ditches, tiles, lakes, and ponds

5. Show differences between solid and perforated piping and length of lines.
6. If a Perimeter Drain is required, show location of drain elevation of trench bottom, and length of drain pipe. Show location of drain outlet and elevation, you must have an animal guard on the end of the pipe if you surface outlet.
7. Note on drawing if installer or homeowner will provide finishing grade and grass cover when the system is completed. Also, please note on the drawing the amount of cover required by the Health Department to cover the system.
8. Show (soil borings x 3) on the drawing. Absorption trenches must be centered over soil borings unless otherwise noted.
9. On new installations ***only***, a 50' dispersal area must occur (down slope) of the absorption field if required. **This must be included in the drawing.**
10. Lot size, dimensions
11. North, South, East, West must be indicated
12. Proposed location of home, driveways, pools, barns
13. Indicated inlet and outlet elevations of septic tank, d-box, and manifolds
14. Indicate all slope directions with arrows
15. For flood dose only: Gallons per minute pumped, distance pumped, and elevation difference from pump tank to field location.
16. Pipe information and ***prewashed*** stone size
17. Surface diversion if necessary

A meeting at the site with the installer and the Environmental Health Specialist must occur before the permit is issued.

NOTE: On septic repairs that have a low plumb on the septic line – ***Notify this office immediately if the trench depth requirement cannot be met.***

If an unexpected problem is encountered, that may affect the original system design, call the Health Department at (765) 932-2216. Problems can be avoided through communication. This can save time or money during the final inspection.

ADDITIONAL INFORMATION IS REQUIRED

If it has been determined by the Soils Report that the following additional information is needed before a Septic Permit can be issued, ***Action is required***. The information will become part of the Septic Permit. ***If any of the following information is requested, it will need to be submitted in writing.*** Only those items that are checked pertain to your property.

_____ This site may contain protected wetland areas. Contact the Army Corps of Engineers for a determination at (502)582-5607. Army Corps of Engineers, P.O. Box 59, Louisville, KY 40201

_____ This area may be a Flood Plain. Contact the Area Plan Commission, (765)932-3090, or the County Surveyor, (765) 932-3184, for a determination.

_____ A Perimeter Drain is needed for the Septic System. It must be determined if an outlet is available for the drain and if there is enough fall from the perimeter drain around the septic system to the outlet. Usually a septic installer will do this for you. If not, contact an Engineer. Suitable outlets are: A working field tile, or County ditch (some creeks and streams are county ditches). Contact the Rush County Surveyor at (765)932-3184 for specific information about drain tiles near your property. Contact the County Highway Department at (765)932-2926 for information regarding the use of a county ditch.

If you install the Perimeter Drain outlet at a creek or stream, the outlet must be higher than the highest water table expected. You cannot outlet to a creek or stream if the drain will pass through a flood plain. YOU MUST OBTAIN WRITTEN PERMISSION TO CONNECT TO A COUNTY DRAIN OR DITCH.

_____ If you must cross another landowners' property with the perimeter drain or any part of the septic system, easements which grant permission for such construction and access for maintenance must be obtained for that property, from the owner. That document must be legally recorded and approved by the Rush County Recorder's Office. Contact an attorney to have the Easement written then take it to the Recorder's Office to have it legally recorded. ***Bring a copy of that Record of Easement to the Rush County Health Department***.

No portion of the residential sewage disposal system or its associated drainage system shall be constructed upon property other than that from which the sewage originates unless easements, which grant permission for such construction and access for system maintenance, have been obtained for that property and have been legally approved and recorded by the proper authority or commission.

MINIMUM SEPTIC SYSTEM REQUIREMENTS

Return to RCHD
Print name at top
and sign at bottom

_____
Property Owner/Agent

_____ Gallon Septic Tank

_____ Gallon Dosing Tank

_____ Sq. Ft. _____ L. Ft. of Absorption area

36 Inches, Trench width

_____ Inches, Trench depth from ground surface to trench bottom

At Least_____ Feet from any well (Absorption area and septic tank)

_____ Inches of soil to be crowned over absorption area including between trenches

____Yes ____No A diversion or drainage way is required upslope from the absorption area

_____ Feet of dispersal area required down slope from the septic system

PERIMETER DRAIN REQUIRED: _____ YES _____ NO

10 Feet, distance perimeter drain must be from absorption area

At Least 24 Inches, distance perimeter drain must be below trench bottom

_____ Upslope side(s) only (requires aggregate)

_____ All four sides (No aggregate required but recommended)

____Yes ____ No Geo Textile Wrap required

The property owner and/or his agent certifies that to his/her knowledge all the information submitted is correct and the system will be installed as approved in compliance with 410 IAC 6-8.2 I have received a copy of this septic permit application.

This application will be considered pending until all of the preceding information as determined by the Health Officer or his/her designee has been provided by the property owner or his/her agent to the Rush County Health Department. No permit will be issued until all information is provided by the property owner or agent and approved by the Health Officer or designee.

_____ DATE _____
Signature of Property Owner/Agent

If the Septic System cannot be installed in the area specified by the Soil Test and as required above, I will call the Rush County Health Department at (765) 932-2216 before beginning work. I have received a copy of the Minimum Septic Requirements.

_____ DATE _____
Signature of Septic Installer

_____ DATE _____
Signature of Health Officer/Designee

SEEDING AND LANDSCAPING AGREEMENT

Seeding the entire system upon completion is very important! Lack of grass on a system may lead to erosion by wind and rain, which can expose the system to the elements. After final inspection it is recommended that seeding occur immediately. Winter Wheat or Fescue can serve as an intermediary before Blue Grass is added if necessary. If seeding is impossible, the area around the system must be covered with straw until seeding occurs.

Further, it is important for proper cover soil to be added to the system upon completion. Additional top soil may be required on shallow systems. This cover must be good top soil, which will serve to cap the system and protect it from exposure and possible failure. After providing cover, many installers conduct a rough grade over the system and require the homeowner to do additional dragging and smoothing. If the homeowner conducts the finish grading, please be careful not to remove any of the cover during this process. Any damage done to the cover of the system after the installer leaves is the homeowners' responsibility.

Last, settling may occur over the absorption field after installation. This may result in ponding of water on top of the system, causing damage to the system or failure. Please make sure that all required cover was added to your absorption field to prevent depressions due to settling. It may be necessary to add more soil after settling occurs.

Agreement:

I _____, The Homeowner, will do the finish grading (without removing required cover).

I _____, The Homeowner, will seed the septic system.

OR

I _____, The Contractor will do the finish grading (without removing required cover).

I _____, The Contractor, will seed the septic system.

RECOMMENDED WATER USE AND CONSERVATION TECHNIQUES:

Install water-saving shower heads and low flow toilets, take shorter showers or take baths, turn off water when shaving or brushing teeth, check faucets and pipes for leaks, use washing machine and dishwasher for full loads only, distribute loads of laundry evenly throughout the week, recharge water softener as infrequently as possible, route roof drains and basement drainage water (sump pumps) away from septic area, do not water lawn over septic area.

CONNECTION, CONSTRUCTION, OR EXTENSION OF DRAINS WITH LEGAL DRAIN IC 36-9-27-17

_____
Date

I, _____, being an owner of property in Section _____, Township _____, Range _____ E that is assessed to the County Drain known as ___ _____; do hereby request permission to (1) construct a private or mutual drain or (2) to extend an existing private or mutual drain or (3) replace a private or mutual drain (underline the one that pertains to your job), and outlet the same in a legal drain subject to the drainage statute, and which construction or extension or replacement will not go through land owned by other persons.

It is planned to install approximately _____ ft. of _____ inch tile and the receiving waters are intended for agricultural drainage and no harmful pollutants are to be connected to this drain.

FOR 12 INCH TILE AND ABOVE:

I hereby request permission to connect _____ ft. of _____ inch tile to the above mentioned County Drain on the above mentioned property. I am enclosing, and file with the County Drainage Board and County Surveyor, the attached plans and specifications for the proposed private or mutual drain that will be **CONSTRUCTED** or **EXTENDED** (underline one) on my property. No harmful pollutants are to be connected.

_____
Landowner or Agent

WELL INSTALLATION AND PLACEMENT CONSIDERATIONS

1. Is your well driller licensed with the DNR? Do they send required paperwork to the Department of Natural Resources to register your well? Does the contractor seal the outside of the casing with an annular seal or impervious grout material? Do they bleach out the system after construction and then conduct a standard bacteria test? If not, hire them at your own risk.
2. You must supervise where you want your well placed. Locate the well as far from the septic system as possible. The minimum well and septic separation distance is 50'. If at all possible, place the well a good distance from the septic system (100+ feet if possible). The minimum well separation distance of 50' is required from any part of the system to include: the sewer line from the house to the septic tank, the septic tank, and absorption field.
3. Do not place the well in a depression where water can pool on the wellhead.
4. Do not place the well next to a road where a chemical spill can occur causing contamination to your well.
5. Do not place the well next to agricultural fields or livestock operations.
6. If there is an existing well/wells on your property that are not going to be used, they must be closed properly with an expanding grout material. Failure to do this may contribute to contamination of your new well.
7. Call 1-877-928-3755 to talk to the DNR Division of Water, or visit www.in.gov/dnr/water to search for a well record.

SOME QUESTIONS TO ASK YOUR WATER WELL DRILLING CONTRACTOR

The Well Bore and Basic Well Materials

What will be the diameter of my new well? (The casing and screen installed in the borehole will have a smaller diameter than the borehole)

What will be the depth of my new well? (A driller cannot always predict the final depth, but depths of nearby wells offer some guidance.)

Will the well be finished in bedrock, or will it be finished in an unconsolidated layer where screening will be required to keep sand and gravel out of the well?

Will the casing pipe material be steel or plastic (PVC)?

What material will be used for the screen? Will the screen be removable if it has to be replaced?

How will the space between the well casing pipe and the borehole be sealed (grouted)? To what depth will it be sealed? (Grouting prevents surface water and shallow underground water from entering a well and possibly contaminating it.)

What type and size of pump and pressure tank will be used?

What material will be used for the water line from the well to the house and for the pump drop line (the pipe inside the well casing on which a submersible pump is suspended)?

How much site restoration will be done? (Well drilling rigs and support vehicles can make large ruts in lawns, and the drilling process can be messy. Make sure you know what the driller will do and what you will be expected to do.)

WATER QUANTITY AND QUALITY

Are there water quantity problems in this area? In other words, is there a strong possibility that a new well will not produce enough water for my household needs? (This question should be answered *before* you buy a house or building site requiring a well.)

If ground water is available but limited, will I need additional storage tanks?

Are there water quality problems in this area, such as naturally-occurring minerals (e.g., iron, sulfur, carbonate) or contamination by bacteria or farm and industrial chemicals?

Can local water quality problems be overcome by drilling a deeper well or installing water treatment equipment?

Will the water quality be tested after the system is completed? By whom? Will I be given a copy of the water test results?

X = DOES NOT APPLY

_____ Tank Level
_____ Schedule 40 from House to Tank
_____ At Least 10 Feet from House
_____ At Least 5 Feet from Property Line
_____ At Least 50 Feet from Well
_____ At Least 50 Feet from Neighboring Wells
_____ At Least 100 Feet from Well
_____ At Least 100 Feet from Neighboring Wells

_____ Box Level
_____ Each Line Individually Connected
_____ Schedule 40 - 4 Inch from Tank to Box
_____ Baffled

_____ Solid Line First 5 Feet and Feeder Lines
_____ 36 Inch Wide Trench
_____ Trench Depth in Inches
_____ #4 Stone Clean (Prewashed)
_____ Geo Textile Fabric
_____ 6 Inches Compacted Straw
_____ At Least 10 Feet from House
_____ 7 1/2 Feet on Center, Laterals
_____ 10 Feet on Center, Laterals
_____ Total Lineal Feet of Perforated Piping
_____ At Least 50 Feet from Well
_____ At Least 50 Feet from Neighboring Wells
_____ At Least 100 Feet from Well
_____ At Least 100 Feet from Neighboring Wells
_____ Inches of Soil to be Mounded Over Absorption Area

_____ Drainage Swail is Properly Located
_____ Perimeter Drain with Stone to Surface of Ground
_____ Perimeter Drain at Least 24 Inches Below Bottom of Trenches
_____ Perimeter Drain at Least 10 Feet from Trenches
_____ 30 Feet of Dispersal Area Downslope from Trenches
_____ 30 Feet of Dispersal Area Downslope from Trenches

THIS SYSTEM HAS PASSED FINAL INSPECTION

CONGRATULATIONS

This system met all parameters set forth in IAC 410 6-8.2, and passed final inspection. Any questions regarding this system and its approval should be directed to the Rush County Health Department.